

TABLE OF CONTENTS

The Legislature – The Institution	A-1
Overview	A-1
The Legislature – Powers, Composition, Sessions	A-3
Legislative Staff	A-7
Committees with Certain Administrative Functions	A-11
The Legislator as Representative	B-1
Overview	B-1
Services to Constituents	B-3
The Legislator and the Code of Governmental Ethics	C-1
The Legislator and Campaign Finance Laws	C-7
The Legislator and Lobbyist Regulation	C-13
Representatives' Emoluments	C-17
The Legislator as Lawmaker – The Interim	D-1
Overview	D-1
The Committee System – The Interim Between Sessions	D-3
Interim Organization and Functions	D-7
The Individual Legislator - The Interim	D-9
How Staff Assists Committees and Members During the Interim	D-15
How a Request Becomes a Bill	D-21
The Legislator as Lawmaker – The Session	E-1
Overview	E-1
Annual Regular Legislative Sessions - Key Constitutional Provisions	E-2
Legislative Instruments and Documents	E-3
Legislative Procedure – The Committee	E-7
Legislative Procedure – The Floor	E-15
Broadcast of Legislative Proceedings	E-19
Staff Services to Assist the Legislator During Session	E-21
Other Legislative Staff in the Legislative Process	E-25
How a Bill Becomes a Law	E-29
The Legislator as Controller of the Purse Strings	F-1
Overview	F-1
Resources to Assist the Legislator – Fiscal Matters	F-3
Revenue and Bonded Indebtedness	F-7
The Budget Process	F-11
The Capital Outlay Process	F-17

Information Resources	G-1
Information Resources for House Members	G-3
Telephone Numbers by Legislative Office	G-3
Telephone Numbers by Type of Information	G-6
Information Available on the Internet	G-9
Legislative Home Pages	G-9
Louisiana Legislative Websites	G-9
InfoLouisiana	G-11
Legal Resources	G-11
Additional Useful Websites	G-12
Publications	G-15
House of Representatives	G-15
Other Legislative	G-16
From Other Sources	G-17
Frequently Asked Questions	G-19
General Legislative	G-19
Fiscal	G-23
State Government	G-24
Information Resources for Constituents	G-27
 Glossary	H-1
Legislative Terms: Definitions	H-1
Abbreviations Commonly Used	H-15
 Index	I-1